



**Meeting Date:** October 20, 2023

**To:** Public Works Commission

**Through:** Carla Short, Interim Public Works Director

**From:** Bob Fuller, Commission Secretary

**Subject:** Public Works Commission Regular Calendar of Meeting for 2024 – Calendar Adoption

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**Secretary’s Recommendation:** Adopt the proposed calendar of regular meetings for 2024.

**Background:** Per the Public Works Commission Rules of Order – Article III, Section 3, the Commission shall establish a calendar of regular meetings for the forthcoming year to be posted publicly.

**Summary of Proposed Commission Action:**

- The Public Works Commission will establish regular meeting dates on the second and fourth Mondays of every month, starting at 9:00 a.m.
- Meetings may be cancelled during the year.
- Should additional meetings need to be scheduled, Article III, Section 4 of the Public Works Commission Rules of Order state that special meetings may be called at any time by the Chair or by the majority of members.
- Once approved by the Public Works Commission, the meeting schedule will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.
- The proposed schedule of meetings for 2024 is listed below.

<b>Meeting Date</b>	<b>Notes</b>
January 22, 2024	Joint Meeting with Sanitation and Streets Commission - Budget Hearing
February 12, 2024	Budget Vote and Regular Meeting
February 26, 2024	Regular Meeting
March 11, 2024	Regular Meeting
April 8, 2024	Regular Meeting
April 22, 2024	Regular Meeting
May 13, 2024	Regular Meeting
May 31, 2023* (Friday)	Regular Meeting
June 10, 2024	Regular Meeting
June 24, 2024	Regular Meeting
July 22, 2024	Regular Meeting
September 9, 2024	Regular Meeting
September 23, 2024	Regular Meeting
October 7, 2024	Regular Meeting
October 28, 2023	Regular Meeting
November 8, 2023* (Friday)	Regular Meeting

November 25, 2024	Regular Meeting
December 9, 2024	Regular Meeting
December 20, 2024* (Friday)	Regular Meeting

**Attachments:**

1. Public Works Commission Resolution

**PUBLIC WORKS COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, Pursuant to the San Francisco Public Works Commission Rules of Order, the Public Works Commission holds regular meetings on the second and fourth Mondays of every month at 9:00 a.m.; and,

WHEREAS, The San Francisco Public Works Commission will meet on the following dates in 2024: Monday, January 22<sup>nd</sup>, Monday, February 12<sup>th</sup>, Monday, February 26<sup>th</sup>, Monday, March 11<sup>th</sup>, Monday, April 8<sup>th</sup>, Monday, April 22<sup>nd</sup>, Monday, May 13<sup>th</sup>, Friday, May 31<sup>st</sup>, Monday, June 10<sup>th</sup>, Monday, June 24<sup>th</sup>, Monday, July 22<sup>nd</sup>, Monday, September 9<sup>th</sup>, Monday, September 23<sup>rd</sup>, Monday, October 7<sup>th</sup>, Monday, October 28<sup>th</sup>, Friday, November 8<sup>th</sup>, Monday, November 25<sup>th</sup>, Monday, December 9<sup>th</sup>, and Friday, December 20<sup>th</sup>; and, be it

RESOLVED, The San Francisco Public Works Commission establishes the September 2024 Public Works Commission meeting schedule; and, be it

FURTHER RESOLVED, The schedule of regular meetings of the San Francisco Public Works Commission will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.

*I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of \_\_\_\_\_.*

\_\_\_\_\_  
Commission Affairs Manager, Public Works Commission

# Proposed Calendar for 2024

2<sup>nd</sup> and 4<sup>th</sup> Mondays of the Month

- **Jan. 22<sup>nd</sup> – Joint Budget Hearing with Sanitation and Streets Commission**
- **Feb. 12<sup>th</sup> and 26<sup>th</sup>**
- **Mar. 11<sup>th</sup>**
- **April 8<sup>th</sup> and 22<sup>nd</sup>**
- **May 13<sup>th</sup> and 31<sup>st</sup>\***
- **June 10<sup>th</sup> and 24<sup>th</sup>**
- **July 22<sup>nd</sup>**
- **Aug. - recess**
- **Sept. 9<sup>th</sup> and 23<sup>rd</sup>**
- **Oct. 7<sup>th</sup>\* and 28<sup>th</sup>**
- **Nov. 8<sup>th</sup>\* and 25<sup>th</sup>**
- **Dec. 9<sup>th</sup> and 20<sup>th</sup>\***